

Safety Officer Checklist

Incident Name: _____

Date: _____

Location: _____

Safety Officer: _____

Safety Officer: Monitors and / or assess hazardous and unsafe situations and develop remedial measures for assuring personnel safety at the incident. Prepares **Incident Safety Plan** and insures all personnel on site know and understand all prescribed procedures for safety.

1) Obtain situation briefing from Team Leader.	
2) Don position identification vest.	
3) Read the entire duty checklist.	
4) Assess situation.	
5) Identify existing and / or potential hazardous situations associated with the incident.	
6) Initiate and complete Incident Safety Plan .	
7) Product / material identified.	
8) Control Zones established and adequate.	
9) PPE for all personnel is adequate.	
11) Is action plan sound.	
12) Is PPE for Entry, Backup and Decon adequate.	
13) Operations and Safety Briefing for all personnel.	
14) Has an adequate medical evaluation been made of entry and backup teams and findings recorded.	
15) Emergency medical treatment and transport capability in position and operational.	
16) Proper Decon procedures in place prior to entry.	
17) Provide update to IC and HazMat Team Leader.	
18) Monitor activities until operations have been terminated.	
19) Complete all documentation and supply to HazMat Team Leader.	